

Parameters and Guidelines
for Reimbursement of
Voter Accessibility
(Chapter 494, Statutes of 1979)

Summary of Mandate

Chapter 494, Statutes of 1979 requires county clerks to inform each voter as to whether his/her designated polling place is accessible to the physically handicapped and to advise each voter of the right to assistance in marking the ballot. This statute required counties to survey each polling place and send required notices to voters regarding polling place accessibility.

Board of Control. Decision

On June 18, 1980, the Board determined that counties incurred "costs mandated by the state" as a result of the county requirement to conduct surveys of polling places.

Period of Claim

The first eligible fiscal year is 1979-80. Claimants must file a separate claim for each fiscal year. Claims shall be filed according to procedures issued by the State Controller.

Reimbursable Costs

Counties will be reimbursed for increased costs associated with those activities required by Chapter 494/79. There are two major categories of costs, 1) one-time costs and 2) on-going costs;

1. One-Time Reimbursable costs as a result of conducting a survey of polling places in existence on January 1, 1980.

- a. Salaries and employee benefits. Show the classification of the employee involved, the hourly wage and benefits, the function performed relative to the mandate, and the amount of time spent-
- b. Necessary and reasonable travel and related expenses for staff.
- c. Related Data Processing Costs. Show the computer time required and cost per hour.
- d. Allowable Overhead Costs

Counties, cities and special districts may claim an indirect cost through an indirect cost rate proposal prepared in accordance with the provisions of Federal Regulation OASC-10 (used in conjunction with FMC 74-4) as a percentage of, generally, direct salaries and wages. Indirect cost may include costs of space, equipment, utilities, insurance, administration, etc. (i.e., those elements of indirect cost incurred as the result of the mandate originating in the performing unit and the costs of central government services distributed through the central services cost allocation plan and not otherwise treated as direct cost). Computation of the indirect cost rate must accompany the claim showing how it was derived.

4/5 e. Contract Services

Any contractual services with private vendors for the services listed in item one. In addition, reasonable administrator services fees charged by consultants for handling vocational rehabilitation-related activities are reimbursable.

2. On-Going Costs

It is anticipated that any on-going costs for counties will be minimal. The types of on-going functions required may include resolution of complaints and/or any additional, surveys. The costs reimbursable to complete these functions include the items listed in part 1 above. Moreover, on-going costs shall be limited to the reimbursement for the selection of polling places after January 1, 1980.

CERTIFICATION

The following certification must accompany all claims:

I DO HEREBY CERTIFY:

THAT Sections 1090 to 7096, inclusive, of the Government Code and other applicable provisions of the law have been complied with; and

THAT I am the person authorized by the local agency to file claims for funds with the State of California.

Signature of Authorized Representative	Date
Title	Telephone Number
()	